

JSGS Internship Learning Plan

Date: _____

INTERN

Name: _____

Ministry/Department: _____

MENTOR

Name: _____

Position: _____

A learning plan outlines a set of clear learning objectives can serve as a starting point for mentors and interns to discuss and identify opportunities for the intern's learning. A learning plan serves as a benchmark from which to assess the intern's progress and it helps to ensure that the internship is meaningful for the intern. The PSC competency profiles and the JSGS competencies can assist you in determining three to five objectives for the internship.

The following learning objectives come from JSGS competency areas;

- Administrative regulations
- Strategic planning
- Project management
- Effective management skills
- Decision-making process
- Critical thinking
- Statistical principles and methods
- Leadership concepts and principles
- Impact of government policy
- Communication Skills
- Negotiation skills
- Change Management
- Concepts and principals of ethics in analyzing organizational issues
- Evidence required; gathering, assessing, interpreting and presenting
- Strategic human resources management
- Financial Management
- Budgeting
- Policy formulation process
- Policy analysis theory and methods
- Implementation and Evaluation process
- Economic principles and methods
- Structure of policy making
- Good public management
- Writing Skills
- Networking Skills
- Self-Assessment and on-going development

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LEARNING OBJECTIVES (List short & long term goals)	TASKS/ACTIVITIES (List tasks, activities, meetings, professional development opportunities and projects to be completed and due dates.)	LEARNING OUTCOMES (Demonstrate how learning objectives were achieved)

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